

(CONTRACTOR'S LETTERHEAD)

DATE: _____

SUBJECT: _____

Disadvantaged Enterprise (DBE) Documentation

Project Number _____

Local Agency _____

TO: _____ Local Agency

In accordance with the Disadvantaged Business Enterprise Contract Provisions, we have listed below the DBE's used on this project and the work they performed. The list also shows the actual dollar amount we paid to each DBE that is applicable to the percentage participation set forth in the contract.

DBE's

ABC Construction Co. (List Work Performed) \$_____

XYZ Supply & Hauling Co. (Supply Materials (60%))

\$1,000.00 x 60%) \$_____

(Supply Materials 100%) \$_____

(Hauling Materials) \$_____

TOTAL \$_____

If you desire further information, please advise.

Very truly yours,

(Name of Construction Company)

Signature
(President or Authorized Representative)